



VI LICEUM
OGÓLNOKSZTAŁCĄCE
im. Adama Mickiewicza w Krakowie



IB Diploma Programme
Assessment Policy
VI Liceum Ogólnokształcące
w Krakowie



Kraków

SZKOŁA MIASTA KRAKOWA

INTRODUCTION

The school community understands that at the heart of the educational process lies formative and summative assessment, and that the use of both types of assessment serves to build an effective learning and teaching environment.

Formative assessment involves gathering information, analysing, and interpreting students' work, which ultimately provides knowledge about students' strengths and weaknesses to both teachers and students themselves, as well as their parents. It also aims to guide students on how to improve their performance, correct mistakes, and develop their abilities and potential. For teachers, formative assessment helps determine how they can guide and support students' efforts.

Summative assessment involves measuring students' achievements in relation to the assessment criteria of the IB Diploma Programme to assess the level of students' achievements. Additionally, summative assessment enables the issuing of the promotion certificates allowing students to continue to the following year and the completion certificates allowing students to finish the school, which is essential during university and further education admissions.

Formative Assessment	Summative Assessment
<ul style="list-style-type: none">• Oral and written feedback on student work• Analysis and evaluation of project work• Peer assessment• Self-assessment• Assessment of class participation• Consultations with the supervisor of Extended Essay• Assessment of participation in discussions	<ul style="list-style-type: none">• Assessment of homework• Assessment of quizzes• Assessment of tests and examinations• Assessment of written assignments• Assessment of student presentations• Assessment of problem-solving tasks• Observation assessment• Assessment of laboratory work• Assessment of teamwork/project work• Internal assessment for each subject• Assessment of Extended Essay• Assessment from mock exams

GRADING SYSTEM

Throughout the school year, students are assessed continuously, in accordance with the grading scale of the IBO organization expressed by numbers 1-7, where 1 is the lowest possible grade, and 7 is the highest.

Grade in the IB scale		
Percentage range	Symbol	Grade
95-100%	7	excellent
85-94%	6	very good
75-84%	5	good
60-74%	4	satisfactory
50-59%	3	mediocre
40-49%	2	poor
0-39%	1	insufficient

In assessing Theory of Knowledge (TOK) and Extended Essay (EE), the IBO grading scale is used, represented by letters from A to E, where A is the highest possible grade and E is the lowest.

Grade in the IB scale		
Percentage range	Symbol	Grade
95-100%	A	excellent
80-94%	B	good
60-79%	C	satisfactory
40-59%	D	mediocre
0-39%	E	elementary
	N	not submitted*

*In case of non-submission of work

Detailed descriptions of each grade for each subject group are contained in the IBO *Diploma Programme Grade Descriptors* (2021).

To issue the promotion certificates to the following year (after the third year) and the completion certificates to finish school (after the fourth year), VI Liceum Ogólnokształcące im. Adama Mickiewicza in Kraków, as a state school, is obliged to comply with the requirements of the Polish education system. For this reason, at the end of each period (Polish education system), mid-year and final grades, issued in accordance with the IB grading scale: 1-7 and A-E, are converted from the IB scale to the Polish scale of 1-6, where 1 is the lowest grade and 6 is the highest (see tables below).

Grade in the IB Scale	Grade after conversion into the Polish Scale	
Symbol	Symbol	Grade
7	6	celujący (excellent)
6	5	bardzo dobry (very good)
5	4	dobry (good)
4	3	dostateczny (satisfactory)
3	2	dopuszczający (poor)
2	1	niedostateczny (failing)
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Grade Conversion Table from the IB Scale to the Polish Scale

Grade in the IB Scale	Grade after conversion into the Polish Scale	
Symbol	Symbol	Grade
A	6	celujący (excellent)
B	5	bardzo dobry (very good)
C	4	dobry (good)
D	3	dostateczny (satisfactory)
E	1	niedostateczny (failing)

Grade Conversion Table from the IB Scale to the Polish Scale for Theory of Knowledge and Extended Essay

Students' work (written assignments, laboratory reports, oral presentations, etc.), which are part of the internal and external assessments for the International Baccalaureate, are evaluated according to the internal and external assessment criteria established by the IBO ("Internal and External Assessment").

INFORMATION ABOUT GRADES

All student grades are recorded in the **Synergia Librus** electronic school register.

At the beginning of each school year, students and their parents are informed about the educational requirements for each subject, the methods of assessing student achievements, and the conditions and procedures for obtaining higher than predicted annual grades.

Students regularly receive feedback from teachers about their strengths and weaknesses. Additionally, the school continuously informs parents and students about their progress through the electronic register, during teachers' consultation hours, and during meetings (parent-teacher conferences and open days) scheduled for each year in the school calendar.

If the predicted annual grade is failing ("*niedostateczny*"), both the student and their parents are informed of this fact no later than 14 calendar days before the annual "classification meeting" of the Pedagogical Council.

ACADEMIC INTEGRITY

Students' academic integrity is considered in the formative and summative assessment process. Students are required to adhere to the principles of academic integrity outlined in *IB Diploma Programme Integrity Policy VI Liceum Ogólnokształcące w Krakowie*.

SPECIAL EDUCATIONAL NEEDS

Teachers adapt the methods and approaches to the individual needs of students with special educational needs, including specific learning difficulties, based on recommendations contained in opinions and rulings for special education issued by psychological and pedagogical counselling centres. The IB DP Coordinator, upon request from a student with special educational needs, applies to the IBO for access arrangements during external ex-

aminations. More information can be found in *IB Diploma Programme Inclusion Policy VI Liceum Ogólnokształcące w Krakowie*.

PROMOTION AND CERTIFICATES

At the end of each school year, IB Diploma Programme students will receive the promotion certificate to the following grade after the third year and the school completion certificate after the fourth year. The grades on these certificates are based on the Polish grading scale of 1-6.

To be promoted to the following grade, a student in the IB Diploma Programme must meet the following requirements:

1. Obtain an annual grade of at least **2** ("poor") on the Polish **1-6** scale in all subjects taken at Standard Level (SL) and Higher Level (HL).
2. Obtain an annual grade of at least **3** ("satisfactory") on the Polish **1-6** scale in Theory of Knowledge (TOK).
3. Fulfill the program requirements for CAS (Creativity, Activity, Service) and the Extended Essay (EE).
4. Submit internal assessment work on time according to the *School IB Diploma Programme Internal Calendar*.

Further detailed regulations regarding assessment and promotion are specified in the School Statutes (Statut VI Liceum Ogólnokształcącego im. Adama Mickiewicza w Krakowie, ul. Wąska 7).

AWARDING THE IB DIPLOMA

To receive the IB Diploma, a student must pass the final exams in each of the **six** subjects at the level taken during the IB Diploma Programme and fulfil the program requirements for **TOK** (Theory of Knowledge), **(EE)** Extended Essay and **CAS** (Creativity, Activity, Service). The highest possible grade for each subject is **7** points. Additional points, up to a maximum of **3**, can be earned for the combined result of Extended Essay and TOK. CAS activities are **not** graded and do not contribute points to the IB Diploma.

The IB Diploma will be awarded to a candidate if all the following requirements are met:

1. CAS requirements have been met;
2. The candidate's total points are **24** points or more;
3. There is no **N** (non-completion) awarded for **TOK**, **EE**, and **six** subjects;
4. There is no **E** awarded for **TOK** and/or **EE**;
5. There is no grade **1** awarded in each subject;
6. There are no more than **two** grades of 2 (**SL** or **HL**);
7. There are no more than **three** grades of 3 (**SL** or **HL**);
8. The candidate has at least **12** points in **HL** subjects (for candidates registered for four **HL** subjects, the three highest grades count);
9. The candidate has at least **9** points in **SL** subjects (candidates registered for two **SL** subjects must obtain at least **5** points from these subjects);
10. The candidate has not received a penalty for academic misconduct from the Final Award Committee.

THEORY OF KNOWLEDGE AND EXTENDED ESSAY

Theory of Knowledge (TOK) and Extended Essay (EE) are graded on a scale from **A** to **E**, where **E** represents a failing grade and **A** the highest grade. The maximum number of points that can be obtained is from **0** to **3** in the overall diploma points total. See the table below (*Assessment principles and practices - Quality assessments in a digital age*, IBO: 2023, p. 177)

		Theory of knowledge (TOK)					
		Grade awarded	A	B	C	D	E
Extended essay	A	3	3	2	2	Failing condition	**
	B	3	2	2	1		
	C	2	2	1	0		
	D	2	1	0	0		
	E	Failing condition					

TOK and EE Points Conversion Matrix

CREATIVITY, ACTIVITY, SERVICE

CAS activities (Creativity, Activity, Service) are **not** graded, and **no** points are awarded for them.

ADVERSE CIRCUMSTANCES PROCEDURE

In the event of unforeseen circumstances and the candidate's inability to meet the requirements of the IB International Baccalaureate examination, the IB DP Coordinator, upon the student's request, applies to the IBO to initiate the so-called "adverse circumstances" procedure.

This document was prepared in accordance with the VI Liceum Ogólnokształcące w Krakowie Statutes (Statut VI Liceum Ogólnokształcącego im. Adama Mickiewicza w Krakowie, ul. Wąska 7) and the publications published by the IBO: *Guidelines for Developing a School Assessment Policy in the Diploma Programme*, 2010; *Diploma Programme Grade Descriptors*, 2021; *Assessment Principles and Practices – Quality Assessments in a Digital Age*, 2023; *Diploma Programme Assessment Procedures*, 2024; *Programme Standards and Practices*, 2022.

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